



# Venango County Regional Planning

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## Board Meeting Minutes for the March 2023 Meeting

VCRPC BOARD APPROVED

### I. CALL TO ORDER

Monthly board meeting called to order by Greg Miller, at 6:30 PM. Those present at the public meeting of the Venango County Regional Planning Commission on 03/21/2023 at 6:30 pm, held in-person at 1174 Elk Street (Courthouse Annex) in Room 103A, Franklin PA :

### II. ROLL CALL

#### Members Present:

- |  |   |
|--|---|
| <input type="checkbox"/> Frank Pankratz (Chair)                | <input type="checkbox"/> Nancy Marano               |
| <input checked="" type="checkbox"/> Greg Miller (Vice-Chair I) | <input checked="" type="checkbox"/> John McClelland |
| <input checked="" type="checkbox"/> Sue Smith (Vice-Chair II)  | <input checked="" type="checkbox"/> Bill Moon       |
| <input checked="" type="checkbox"/> Larry Baughman             | <input type="checkbox"/> John Neidich               |
| <input checked="" type="checkbox"/> Anita Fuchs                | <input checked="" type="checkbox"/> Ben Porter      |
| <input type="checkbox"/> Tracy Jamieson                        | <input checked="" type="checkbox"/> Glenn Speer     |
| <input checked="" type="checkbox"/> Keith Klingler             | <input type="checkbox"/> Megan Weber                |
| <input type="checkbox"/> Fred Krizinsky                        |   |

#### Staff Present:

- Hilary Buchanan (Executive Director)
- Erik Johnson (Deputy Director)
- Joshua Sterling (Comm. Dev. Planner)
- Alexandria Shreffler (Geo. Analyst)
- Jenna Dillion (Land Use Planner)
- Jason Dillion (Planning & Recycling Assist.)

#### Guests Present (List):

- Kara O'Neil, The Derrick
- Sam Breene, Venango County Commissioner
- Ken Bryan

Quorum Present:  Yes  No

The attendance of 9 board members (of the 15 current appointees) was accounted for by Alexandria Shreffler.

### III. APPROVAL OF MINUTES

a. 02/21/2023 Regular Meeting Minutes

- ✓ Motion to approve the minutes made by Larry Baughman and seconded by Keith Klingler. All approved.

### IV. PUBLIC COMMENTS ON AGENDA ITEMS

- None.

### V. EXECUTIVE DIRECTOR AND STAFF REPORTS

- **Executive Director, Hilary Buchanan** – was excused from the meeting.
- **Deputy Director & Recycling Coordinator, Erik Johnson** – reported a few updates with the recycling center, including a new stop sign at the end of the drive. The recent Household Hazardous Waste (HHW) collection on February 25, 2023 had about 150 registrants, and traffic flow was successfully managed. A second round of bids had been procured for the construction of custom recycling bins. There had been no bids submitted for the project, which means that after 10 days, quotes may be procured directly from local businesses for the project. In addition to recycling business, he reported that he had been working on a Food Recovery grant for a Clintonville-based food pantry. The grant was submitted for an amount of \$3300 to cover the cost of one (1) refrigerator, two (2) freezers, and pallet jacks.
- **Geospatial Analyst, Alex Shreffler** – shared that she assisted Cornplanter Township with a map of Prime Agricultural Lands to support their planning for a solar ordinance draft. Ongoing meetings with municipalities regarding stormwater and floodplain management are both helpful and productive.

- **Land Use Planner, Jenna Dillion** – noted that among several land developments that are underway after having been approved by the Planning Commission, the conditional approval has expired for the Poppy’s Place land development in Allegheny Township and Oilcreek Township. The Board will need to review this land development again at a future meeting, though there has been no change to the plans. She reported to have approved five (5) subdivisions and provided preliminary review for five (5) subdivisions. In addition to these regular duties, she has also been assisting with the preparation of the solar ordinance draft and attending the meetings with municipalities regarding floodplain and stormwater management.
- **Community Development Planner, Joshua Sterling** – updated the board with information regarding grant administration of CDBG projects, including the Clinton Township municipal building ADA project, Emlenton Borough stormwater infrastructure project, and the modification of funds in Cranberry Township to cover additional unanticipated expenses for a blight demolition project. There are currently ten (10) home rehab projects slated to expend the \$600,000 HOME grant award. The PA Whole-Home Repairs program is in preliminary development as the program emerges.
- **Planning & Recycling Assistant, Jason Dillion** – reported that business at the recycling center, processing cardboard and mitigating litter in the bins, has been steady. He has completed five (5) home inspections to date for the Home Rehab program.

**VI. SPECIAL PURPOSE MATTERS**

- a. Annual Report – The Board reviewed the final approved annual report that would be posted on the County’s website and sent to all the municipalities and local agencies.
- b. Solar Ordinance Draft – The Board reviewed and discussed a revised draft of the proposed solar ordinance which was intended to serve as an amendment to the Venango County Subdivision and Land Development Ordinance (SALDO) and would apply to all municipalities which have not adopted their own solar ordinance. One point of discussion included the definition of Impervious Surface where the proposed draft would consider solar panels to be 50% pervious. It was acknowledged that this number could be changed, depending on the evidence to support a decision. Staff shared that developers have cited journal articles which state that solar panels are 100% pervious, while other agencies have adopted more strict rules for stormwater regulation as low as 0%. The Board discussed how the presented ordinance addresses decommissioning and compared the current process of land development review regulated by the SALDO to the new process which would be regulating solar systems with more specific regulatory requirements.

**VII. OFFICERS AND COMMITTEE REPORTS**

- a. COG Representatives – Report was given by Greg Miller. The last COG meeting was held March 16, 2023 at Oil City Hall where bids for paving were opened and reviewed. The next meeting is scheduled for April 20, 2023 and will be held at the Pinegrove Township Municipal Building where bids for seal coat and tar & chip will be opened. The Spring Dinner is to be held on March 25, 2023 at the Sandycreek Volunteer Fire Department with registration beginning at 5:30 PM and dinner to be served at 6:00 PM.

**VIII. SUBDIVISIONS AND LAND DEVELOPMENTS**

- Jenna Dillion – reported that there were no subdivisions or land developments requiring review by the Board.

**IX. PUBLIC COMMENT – GENERAL**

- None

**X. ADJOURNMENT**

- ✓ Motion to adjourn by Bill Moon and seconded by Glenn Speer at 7:42 PM.

Respectfully submitted,

Alexandria Shreffler